



**VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN**

RESOLUTION NO. 2025-028

**A RESOLUTION APPROVING A SPECIAL EVENT PERMIT APPLICATION FOR THE
HALLOWEEN EXTRAVAGANZA
AND AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT**

VOTING YEA:

VOTING NAY:

ABSENT:

MOTION:

RESOLVED: To approve the Special Event Permit Application submitted by Emily Dziegielewski on behalf of the Lake Orion Downtown Development Authority, requesting the use of various Village properties on Wednesday, October 15, 2025, from 5:00 PM to 8:00 PM, for the “Halloween Extravaganza,” as outlined in the application.

Public Areas to be Utilized:

- Closure of Municipal Parking Lot P4 from 2:00 PM to 5:00 PM for setup and from 8:00 PM to 9:00 PM for teardown.
- Children’s Park and Gazebo Area for entertainment, decorations, cider, and donuts.
- Anderson Street, from Church Street to Front Street, for the Costume Parade.
 - Parade Route: From Village Hall to Children’s Park.
 - Setup begins at 5:00 PM.
 - Lineup begins at 5:30 PM.
 - Parade begins at 6:00 PM.

Municipal Equipment Requested:

- Barricades
- Cones

- Temporary closure signages
- Electrical connections

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and the Lake Orion Downtown Development Authority, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.

FURTHER RESOLVED: To approve the Sign Permit for the Halloween Extravaganza, as submitted.

FURTHER RESOLVED: This approval is contingent upon compliance with the following conditions:

Administrative Requirements:

1. All tents and temporary structures must be properly secured in case of inclement weather or high winds.
2. Cleanup of the event area is the responsibility of the applicant.
3. Additional trash receptacles must be provided by the applicant.

Police Department Requirements:

1. Event staff and on-site manager contact information (cell phone numbers) must be provided to the Police Department at least 24 hours before the event.
2. The Police Department will direct the placement of all required barricades for parking lot and any approved street closures.
3. The applicant shall be responsible for reimbursing the Village for all police resources dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred.
4. At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.
5. Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided. Note: The reimbursement requirement outlined in Item #4 is waived for 2025 and will take effect January 1, 2026.
6. A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources. To schedule this meeting, please contact Chief Mark Amundson at amundsonm@lakeorionpolice.org.

DPW Requirements:

1. Use of Village orange cones is subject to availability.
2. The DPW will not provide extension cords or cord covers.
3. Village properties will be properly maintained by DPW prior to the event.

Fire Department Requirements:

The Orion Township Fire Department approves the Halloween Extravaganza, with the following conditions:

1. Parking is not permitted in the Fire Station parking lot or along Anderson Street.
2. Anderson Street shall remain three-quarters open to allow for emergency vehicle access, as shown in the approved map.

THIS RESOLUTION WAS DULY ADOPTED BY LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, AUGUST 25, 2025.



Sonja Stout
Village of Lake Orion

CERTIFICATION

I, Sonja Stout, duly appointed Clerk of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2025-028 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 25th day of August 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 25th day of August 2025.



Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: August 26, 2025